

Flexibility in the Workplace



Retiring baby boomers are poised to leave a huge hole in the labor market. As time progresses, many employers will likely be amenable to adding flexibility to their workplaces. If you are one of those early retirees who wants to keep your foot in the labor market, you might want to consider some of these flexible workplace options

Flexible Scheduling

Flextime—workers choose what time to begin and end their workdays. Most employers require that employees still work a certain number of hours each day. Most employers also require all workers to be present during core hours.

Compressed Work Schedules—employees work longer on some days in order to have more days off. For example, working 40 hours in four 10-hour days gives an employee one extra day off a week.

Telework, Flex-Place, or Telecommuting

These terms all mean employees work somewhere other than the regular location of their workplace. The other place is usually at the employee's home. It can also be in a satellite office or telework center. Employees who work at home must have office equipment to do their work and stay in close contact with their employers. Some employers provide this equipment, but others expect the employee to buy the computer and other equipment. Through telework, you may be able to set your own hours or take time off during the day and make it up later.

Part-Time Work

Try one of these methods to cut back on your work hours before you fully retire—if you ever do.

Dividing up a job into two parts lets you share the job with another worker. You each work about half time. Job-sharing works well in many different kinds of jobs. Some employers have formal job-sharing programs. Some retirees leave their long-time employer and then they work part-time—coming back to their old employer, with a different employer, or even in a different kind of work.

In ***phased retirement***, employees stay with their employer and work reduced hours over a period of time before full retirement.